

FIRE INSTRUCTOR II

The certification to this level will require the following:

- Step 1- Fulfill the examination entrance criteria
- Step 2- Submission and acceptance of an application and fee by the deadline date.
- Step 3- Successful completion of a written examination.
- Step 4- Successful completion of the practical examinations.

STEP ONE- EXAMINATION ENTRANCE CRITERIA

Examination entrance criteria for this level is the following:

- 1- At least 18 years of age at the time of the examination.
- 2- Possess a high school diploma or GED at the time of the examination.
- 3- Be a member of the Massachusetts fire service.
- 4- Candidates shall furnish proof of certification to the level of Fire Instructor I by the Massachusetts Fire Training Council OR received reciprocal credit from either the National Board on Fire Service Professional Qualifications, Inc. OR the International Fire Service Accreditation Congress.

STEP TWO- APPLICATION PROCEDURE

The application and fee must be submitted and received at the Massachusetts Firefighting Academy no later than the deadline date noted in the examination schedule. The fee must be in the form of a personal check, bank draft, money order, municipal check, or municipal purchase order made to the order of the Massachusetts Firefighting Academy Trust Fund. All others will be rejected. Upon acceptance, the candidate will be assigned to the examination date requested on the application. All applicants will be notified by mail and if accepted will be supplied with all examination procedures.

STEP THREE - WRITTEN EXAMINATION

This section will consist of 100 multiple choice questions given in a 120 minute period designed to examine the knowledge of basic skills required by NFPA Standard 1041 for Fire Instructor II, 2007 edition, in the following subject areas: General, Program Management, Instructional Development, Instructional Delivery and Evaluation and Testing.

The reference material from which the questions for this written examination will be drawn are the following International Fire Service Training Association (IFSTA) manual.

Fire and Emergency Services Instructor, seventh edition.

Upon successful completion of this written examination (70% or greater), the candidate will be notified by mail of the requirements of the practical examinations to include examination procedures and all practical skills to be examined.

SAMPLE QUESTIONS

The following are sample questions to represent most of the **type** of questions a candidate will be asked to answer during the written examination.

1. For a candidate for this level of certification to be successful, he or she must do the following.
 - A. Take the examination process seriously.
 - B. Read all documentation carefully.
 - C. Study all references and applicable skill sheets closely.
 - D. All of the above.
2. The proper order of the four step teaching process is...
 - A. Presentation, Preparation, Testing, Application.
 - B. Preparation, Presentation, Application, Testing.
 - C. Testing, Application, Preparation, and Presentation.
 - D. Application, Preparation, Testing, Presentation.
3. A student must have a desire or need to learn before there can be comprehension. This is termed...
 - A. learning management.
 - B. preparation.
 - C. motivation.
 - D. consideration.

ANSWERS

1. A 2. B 3. B 4. C

STEP FOUR - PRACTICAL SKILLS EXAMINATION

During this step, there will be a multi-skill practical examination consisting of:

- 1 – Hardcopy submission of a candidate developed lesson plan with instructional aids, a student evaluation instrument, and an instructor feedback form on a fire or emergency services subject of their choice. The MFTC's "Statement of Originality" form must accompany these documents.
- 2 – Presentation of the approved lesson plan lasting 10 – 15 minutes.

Audio-visual equipment consisting of a projection screen, a dry erase board, an easel pad, a laptop computer and a LCD projector will be available for presentations.

The candidate must achieve at least a 70% on all practical skills with no failures in critical areas to receive a passing score.

The practical skills examination presentation in Step Four, Part 2 above will be waived for any candidate successfully completing the Massachusetts Firefighting Academy program "Fire Instructor II" after January 1, 2005. Indicate use of this option by writing the course name and completion date under the "Entrance Criteria" section of the application. Candidates may be required to submit a copy of the course completion certificate to use this option.

MASSACHUSETTS FIRE TRAINING COUNCIL

Certification Examination Application

SECTION 1 - EXAMINATION DATA

Print legibly and completely based on the instructions and enter the examination name, ex., Firefighter I/II.

Examination: _____

If you are taking this examination for the first time, check below.

☐ Full Examination

Any retake of portion(s) of this examination, check the appropriate box(s) below.

☐ Written Only

☐ Practical Only

Examination Date: _____ Location: _____

ADA accommodations required. Check box. ☐

SECTION 2 - APPLICANT DATA

Enter the following information. Name will appear on your certificate as it is printed below.

Last Name: _____ First Name: _____ Middle Initial: _____

Home Address: _____
Street or Post Office Box City State Zip

Telephone: Home (_____) _____ Work (_____) _____ Soc. Sec. # _____

This is a new address and/or phone numbers. Check box. ☐

SECTION 3 - FIRE SERVICE AFFILIATION

I am a member of one or more of the following:

☐ A municipal fire department in the Commonwealth of Massachusetts, compensated or uncompensated, active or retired.

☐ A non-municipal organization whose sole function is to provide services equivalent to a municipal fire department to a municipality in the Commonwealth of Massachusetts, compensated or uncompensated, active or retired.

☐ Full-time employees of the Massachusetts Department of Fire Services; Massachusetts Department of Environmental Management; Massachusetts Port Authority; and the University of Massachusetts, Amherst; active or retired.*

*Full-time employees of the Department of Fire Services are defined as those full-time employees in the Haz-Mat Division, the Office of the State Fire Marshal, and the Firefighting Academy. State Police personnel assigned to the Fire and Explosion Investigation Unit and the Hazardous Devices Unit are not considered full-time employees of the Department of Fire Services.

☐ Full-time, civilian (non-military) members of military fire departments on installations which are located within the Commonwealth of Massachusetts.

☐ Retired, full-time, career members of municipal fire departments in States other than the Commonwealth of Massachusetts.

Current Department or Organization Name: _____

Appointment Date: _____

I perform one or more of the following functions:

☐ Fire suppression, to include driver/operator ☐ Fire prevention ☐ Fire service training ☐ Public Fire Education

SECTION 4 - ENTRANCE CRITERIA

Enter examination prerequisite certification level, if appropriate. If using MFA Recruit Program to fulfill criteria, enter "MFA Graduate" and graduation date.

Prerequisite Level of Certification: _____ Date Granted: _____

SECTION 5 - MISCELLANEOUS

Check the appropriate box(es) below and complete the medical authorization form for any Firefighter or Hazardous Materials Technician exam and the protective clothing compliance form for any Firefighter or Hazardous Materials Technician exam.

- ☐ Medical authorization form completed and enclosed.
- ☐ Medical authorization form is on file from a previous examination.

- ☐ Protective clothing compliance form completed and enclosed.

Check the box below and submit proof of fulfilling the medical first responder requirements for certification

NOTE: This is not a requirement for acceptance into a Firefighter level examination, but will ultimately be required before certification is granted.

- ☐ Proof attached of current successful completion of a course of instruction fulfilling the First Responder Training requirements of 105 CMR 171.010 through 171.240 as established by MGL Chapter 111, section 201
- ☐ Fire Officer prerequisite form completed and enclosed (for any Fire Officer examination, if appropriate.)

Check the box below concerning forwarding of a copy of your certification, once awarded, to your Chief of Department.

- ☐ My department is paying or reimbursing me for this certification. (A copy of your certification will automatically be sent to your chief of department.)
- ☐ My department is not paying or reimbursing me for this certification, however, I would like a copy of my certification forwarded to my chief of department.
- ☐ My department is not paying or reimbursing me for this certification. Please do not send a copy of my certification to my chief of department.

SECTION 6 - APPLICANT CONFIRMATION

I, the applicant, by my signature below, attest that all of the above information is true, I am at least 18 years of age, and I possess a high school diploma or GED.

Signature: _____ Date: _____

The applicant will be notified by mail regarding their acceptance into this certification examination at the address provided in Section 2- Applicant Data.

SECTION 7 – APPLICATION FEE

The \$30.00 examination fee must be in the form of a personal check, money order, bank draft, municipal purchase order, or municipal check to the order of the **MASSACHUSETTS FIREFIGHTING ACADEMY TRUST FUND. Note: Cash cannot be accepted.**

Please indicate the form of payment enclosed.

☐ Personal Check ☐ Bank draft ☐ Money Order ☐ Municipal Check ☐ Municipal Purchase Order

Submit this application, any accompanying documentation, and the \$30.00 examination fee to:

**Certification Examination
Massachusetts Fire Training Council
P.O. Box 1025
Stow, MA 01775**

This application, accompanying documentation and examination fee **MUST** be received at the above address no later than the close of business on the deadline date as listed in the examination schedule.

Please note: There will be a \$15.00 charge for bounced checks per 801 CMR 408.